

Questions and Answers

Posted November 15, 2013

Intellectual Disabilities Crisis Resource Center RFP Program #DSD-023

- I. RFP section: **2014 Tentative Contract Allocations; page 5-DSD-2**
DSD 023 – Intellectual Disabilities Crisis Resource Center – 2014 tentative allocation - \$500,000

Questions:

Will Milwaukee County DHHS accept proposals that request a higher contract award than what was proposed in the RFP?

Yes. We will accept proposals but no guarantee of additional funds. All proposals will be strongly considered.

Will Milwaukee County DHHS accept proposals that recommend different parameters than those outlined in the RFP?

- **Would a proposed different service model be accepted?**
 - **Yes, although the target group of ID with co-occurring MH is required and there may be some negotiable items.**
- **Would a start date later than the suggested January 2014 be accepted?**
 - **Yes. However, we would like to start ASAP.**

- II. RFP section: **1. Program Purpose; page 5-DSD-6**
The IDCRC will serve adults with an intellectual disability who may have a co-occurring mental illness residing in Milwaukee County and are in need of crisis intervention and/or short term stabilization rather than hospitalization.

Questions:

Who is the targeted population served under this RFP?

Adults with an intellectual disability who may have a co-occurring mental illness residing in Milwaukee County.

Although the RFP states the IDCRC will serve individuals with intellectual disabilities who may have a co-occurring mental illness – is it probable that most of the individuals served may only have mental health issues?

No.

How will individuals be deemed appropriate for the setting if in fact there are different populations represented ie: developmentally disabled; intellectually disabled; mentally ill etc.

The specific target group is singular and indicated above.

What is the role of managed care organizations as it relates to this RFP and the potential to serve Family Care funded individuals with intellectual disabilities?

This program is separate from Family Care and the contract is directly with DHHS-DSD. However, it is likely that individuals served by the program may be Family Care enrollees or would be eligible for Family Care. DSD will coordinate any enrollment/re-enrollment activities for individuals who do not have Family Care. For Family Care enrollees served by the IDCRC, it is expected that the agency work with the MCO to transition individuals back to their original living arrangement.

III. RFP section: **3. Essential Components; page 5-DSD-6**

All individuals will receive a crisis assessment and a comprehensive plan for stabilization that utilizes the individual's strengths, natural supports, and available community resources. The components needed to operate an IDCRC include:

Utilize a team approach that includes but is not limited to: a registered nurse, and a masters-level mental health professional.

Questions:

What is the criterion for admitting clients in respect to the RN?

It is expected that the RN services will provide assessment and support for individual's medical/medication needs etc.

Is it correct that a social detoxification program would not be provided as part of the IDCRC?

Yes.

IV. RFP section: **3. Essential Components; page 5-DSD-6**

All individuals will receive a crisis assessment and a comprehensive plan for stabilization that utilizes the individual's strengths, natural supports, and available community resources. The components needed to operate an IDCRC include:

Offer short-term follow up for optimum success of proposed changes for community living. This follow up can be for up to 120 days post discharge.

Question:

How will the awarded agency be reimbursed for follow along services provided up to and beyond 120 days after discharge from the 4-bed AFH?

This is expected to be an included service in the program proposal. The 120 days should be in cases where needed.

V. RFP section: **4. Required Program Inputs, Processes, and Program Activities; page 5-DSD-7**

(A) Agency or staff licensure, certification(s), and/or experience necessary to provide services. Ratio of staff to clients.

Applicants must be adequately equipped to bill through Milwaukee County's certified DHS 34 Emergency Mental Health Service Program.

Questions:

Is it the intent that Milwaukee County would be the entity directly billing for services under DHS 34 and not the awarded agency?

Yes.

Is it the intent that the awarded agency would need to provide the master's level position in order to supervise and train employees under DHS 34 or is Milwaukee County open to considering providing this position as an extension of an existing BHD position?

Negotiable, but ideally the agency will provide all required staff to comply with DHS 34.

Is it accurate that the awarded agency would be primarily responsible for the documentation associated with DHS 34 or also responsible for the supervision and training to be provided under DHS 34?

Yes, but this can be discussed further. However at a minimum documentation must be provided to bill DHS 34.

- VI. RFP section: **4. Required Program Inputs, Processes, and Program Activities; page 5-DSD-7**
(A) Agency or staff licensure, certification(s), and/or experience necessary to provide services. Ratio of staff to clients.

Applicants must hold DHS Chapter 82 Adult Family Home (AFH) license and shall adhere to the standards for the care, treatment or services, and health, safety, rights, welfare, and comfort of residents in AFHs.

Question:

The RFP refers to Chapter DHS 82 which is defined as an AFH that is operated as a private residence in a privately owned home. As a community provider we operate under DHS 88. Is it appropriate for a community provider to respond to this RFP?

This should be DHS 88 not DHS 82 which applies to 1 to 2 bed AFH.

- VII. RFP section: **4. Required Program Inputs, Processes, and Program Activities; page 5-DSD-8**
(D) Units of Services

Units of service are defined as a daily per diem rate and are billed in unit increments of one day.

Question:

Would Milwaukee County DHHS be open to a 1/12 contract vs. a daily per diem reimbursement model?

For the first year of this agreement, it is anticipated that the agency will be reimbursed on expenses.